



FOOD / MERCHANDISE / EXHIBITION VENDOR APPLICATION

Postmark Deadline May 9, 2008

Tricia Tipton, Special Projects Coordinator
City of Alcoa 865-380-4787
223 Associates Blvd. 865-380-4797 Fax
Alcoa, TN 37701-1948
freedomfest@cityofalcoa-tn.gov

VENDOR NAME _____

CONTACT PERSON _____

ADDRESS _____

DAY PHONE _____ **EVENING PHONE** _____ **CELL PHONE** _____

FAX _____ **E-MAIL** _____ **Website Address** _____

Vendor Type: ☐ Food ☐ Merchandise ☐ EXHIBITION ☐ Cart / Strolling

FOR OFFICE USE ONLY:

Date Received _____

Amount: _____

Insurance Cert: _____

Confirmation: _____

Location: _____

BOOTH FEES

Duck Pond:

		<u>Food/Merchandise/</u>	<u>EXHIBITION</u>	<u>Totals</u>
# Single Booths Requested (20'x20')	_____ X	\$200	\$400	\$ _____
# Double Booths Requested (40' x 20')	_____ X	\$300	\$500	\$ _____

Springbrook Park: (no power or water provided)

# Single Booths Requested (20'x20')	_____ X	\$100	\$300	\$ _____
# Double Booths Requested (40' x 20')	_____ X	\$150	\$400	\$ _____

Cart/Strolling: (up to 2 carts or 2 strollers) _____ X \$200 N/A \$ _____

Total Fees Due: \$ _____

ITEMS FOR SALE OR EXHIBITION (include price if food or merchandise): attach a separate sheet if necessary

<u>Description</u>	<u>Price</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

BOOTH DESCRIPTION (please attach a picture of your booth):**Describe your setup and indicate the booth space you will require (use back if necessary):**

Length _____ **Width** _____ **Height** _____ **(should fit into 20x20 space)****ELECTRICAL NEEDS:****Number of 110 outlets needed** _____ (Duck Pond only)**Number of 220 outlets needed** _____ (Duck Pond only)

Only vendors requesting electrical hook-up will be able to utilize electrical equipment at the Duck Pond site. Vendors are responsible for their own extension cords.

List all electrical equipment you will be using for cooking/cooling and preparation of food. (Use back page if necessary.)

Type of Equipment**Voltage****Watts****Amps**

LP GAS or FLAME EQUIPMENT:**Will you be using LP / Propane gas?** ☐ No ☐ Yes **Number of Containers** _____ **Weight** _____**Please list any other flame equipment you will be using** _____

FreedomFest 2008, the participating organizations and performers and the City of Alcoa, Tennessee will not be held responsible for, nor liable for, accidents injury or illness as caused by our company (mentioned above), its employees, its facilities and materials, and its product. We agree to provide proof of insurance to the City of Alcoa, Tennessee.

And,

The vendor shall at all times save, relieve, indemnify, protect and keep harmless the City of Alcoa, all of its officers, agents and employees from any and all claims and liability, from all damages, cost or expenses in law or equity (including costs of suits and expenses for legal services) that may at any time arise or be set up because of damage to property or death or injury to persons received or suffered by reason of the operations of lessee hereunder, or which may be occasioned by any act or omission to act which amounts to negligence on the part of said vendor or its agents or employees which results in a dangerous or defective condition of the property.

And,

Risk and Liability: The undersigned hereby releases and agrees to hold harmless the City of Alcoa and the committee and volunteers from any damage to the undersigned's property or any personal injury which he/she or helpers may sustain while participating in FreedomFest 2008 and will follow the guidelines provided.

I have read and agree to all regulations stated above.

Signature of Applicant: _____ **Date** _____**RETURN APPLICATIONS TO:**

City of Alcoa
FreedomFest 2008
Attn. Tricia Tipton
223 Associates Blvd.
Alcoa, TN 37701-1948

APPLICATION CHECKLIST

- ☐ Complete entire application form.
 - ☐ Enclose check or money order for booth fee payable to the City of Alcoa
 - ☐ Enclose booth picture
 - ☐ Provide a full description and price of all menu/novelty items.
 - ☐ Sign and date application. Postmark deadline, May 9, 2008.
 - ☐ Once accepted, you will be required to provide proof of current liability coverage of no less than \$500,000 and the City of Alcoa must be added as additional insured for June 28, 2008 to participate as a vendor.
- ** Anyone found in violation of FreedomFest 2008 regulations must leave the festival and will forfeit their booth space and all fees.**